Approved For Delease 2001/11/19 : CIA-RDP78-07317A00010017001

OPTIONAL FORM NO. 10 MAY 1962 EDITION GSA FPMR (41 CFR) 101-11.6

UNITED STATES GOVERNMENT

## Lemorandum

RMS-M-73-028

TO

Chief, CIA Records Center

DATE: 14 March 1973

THROUGH;

Support Directorate Records Branch, SSS

FROM :

Chief, Records Management Staff, OC

SUBJECT:

Supplemental Distribution

25X1A

1. Request approval be given to forward for storage and subsequent distribution, one box of manuals and handbooks which are currently excess to the needs of OC-Special Programs Division/

These manuals (Dept. of Army & NSA) will be recalled as required by OC and should be retained by the Records Center for an initial period of five (5) years. Do not destroy without prior concurrence of the OC-Records Management Officer.

25X1A

Records Management Staff, OC

25X1A APPROVE Chief Records Administration Branch